

NORTHERN SPORTS FIELDS COMPLEX AND PARK COORDINATION  
&  
OVERSIGHT AD HOC COMMITTEE

Meeting Minutes  
8 August 2002, 7:00 P.M.  
Marshall Community Center Annex, Marshall, VA

**1. Call to Order and Opening Remarks**

The Chairman, Harry Atherton, called the August 8, 2002 meeting of the Northern Sports Fields Complex and Park Coordination and Oversight Committee (NSFC) to order at 7:00 PM.

**Committee Members and Staff Present:**

Harry Atherton, Board of Supervisors  
Larry Miller, Parks & Recreation Director  
Bob Sinclair, Planning Commission  
Marie Glascock, Scott District  
Joan Fries, Marshall Business & Residents Association  
George Downes, Jr., FYSCC  
Ron Mabry, Project Officer  
Randy Wheeler, Staff

**Additional Persons Present:**

Sue Wolford, PHR&A  
Jack Weyand, PHR&A  
Joe Babarsky, DCS  
Steve Plescow, Williamsburg Environmental Group

**2. Adoption of the Agenda**

The agenda was adopted as presented.

**3. Adoption of the Minutes of 6/13/02**

There were no changes to the minutes of July 11, 2002 meeting and they were approved unanimously.

**4. Project Manager's Report**

Mr. Mabry reported that the Lighting Consultant RFP is on the street and there will be a non-mandatory pre-bid meeting next week. The plan is to have a recommended contract

for award ready for Committee consideration in September 2002. Also, Community Development staff will be here next month to explain the County's new Lighting Ordinance.

Mr. Mabry reported that the top four respondents for the Groundwater Study RFP have been interviewed and he expects to have a recommended contract soon. It appears that the study period will be fourteen to twenty-two weeks. Study information will be shared as it is developed with PHR&A.

Mr. Atherton reminded the group that the project would likely need a Special Exception for water use (if more than 10,000 gallons of ground water per day is to be used). This process takes three to four months. A hydrogeological study is required as part of the Special Exception process.

Mr. Mabry indicated that a contract for the demolition of the barns has been awarded for \$9,000. Demolition should be completed within thirty days.

#### **5. Amendments to Contract with FYSCC**

Mr. Atherton reported that he and Mr. Downes would be getting together soon to discuss possible changes to the Sports Fields Agreement.

#### **6. Committee Work Session with Design Engineers**

Mr. Mabry introduced the design team: Sue Wolford, Principle in charge; Jack Weyant, Project Manager; Joe Babarsky, Davis-Carter Scott-Architect; Steve Plescow, Williamsburg Environmental Development Group – Environmental Consultant (permitting).

PHR&A is in the process of reviewing RPI's work to date and will soon begin the site study/review and will be continuing with the wetlands work.

Mr. Plescow will be doing the wetlands potential impact study. He discussed two types of permits that can be issued for the project. The simplest is a nationwide permit and is issued if the overall wetlands impact is minor. If the potential impact is larger than 300 liner feet an individual permit may be required. The time line to process an individual permit can take six to nine months and includes options analysis and detailed mitigation strategies. Mr. Plescow doesn't have a firm feel yet for which permit will be required.

Mr. Sinclair questioned how much PHR&A can achieve without the hydrogeologic study. Ms. Wolford indicated they would be working step-by-step with the groundwater study contractor as the study is being completed. PHR&A has experience working in concert with an on-going water study. Mr. Sinclair continues to be concerned about water availability.

Mr. Atherton asked that PHR&A plan for the pond to be the primary irrigation source. Ms. Wolford confirmed that was their intention. Mr. Wolford showed the concept plan, along with the preliminary wetland delineation map. She expressed her thought that the pool, rather than the amphitheatre should be more centrally featured with the amphitheatre moved, in part to get it away from the driveways and parking. Ms. Fries expressed concern that the pool in the center would leave the “center” unused in spring/winter/fall. Ms. Wolford suggested that perhaps the design and shared-use facilities (bathroom/concessions) could possibly address that issue. Ms. Wolford indicated that the site plan elements may need to be shifted to minimize wetlands impact and the amphitheatre location may have less impact near the lake.

Mr. Sinclair questioned the status of the Keller report. Mr. Mabry said that we have the first draft and he anticipated the final draft for distribution next week.

Ms. Wolford indicated that PHR&A is also interested in possibly re-grouping the fields to put the rectangular fields together and the baseball/softball fields together.

Mr. Atherton expressed the Committee’s desire to break-up large parking lots which contributed to the current conceptual master plan design.

Mr. Atherton noted he had toured Franklin Park in Loudoun County and noted that Franklin Park is a lot bigger than our project but has a similar number of fields/amenities/features.

Mr. Sinclair asked about buffers for neighbors. Ms. Wolford responded that buffer alternatives could include preserving existing vegetation, supplementing existing vegetation and natural berming. Mr. Sinclair indicated that we also need to make sure that lighting impact is also taken into account. Berming may also be important at the front of the property along Route 55.

Mr. Atherton stated that the number of fields, features, and relative scale should remain consistent with the Conceptual Master Plan, but elements may be moved around and improved. He also stated that the initial RPI work is good and should be used as a planning foundation.

Ms. Wolford does not expect the pond will have to be rebuilt; however it will be checked and a maintenance/improvement plan will be incorporated into the overall plan.

Mr. Atherton questioned if the County would run into environmental problems if we make the pond deeper. Mr. Plescow indicated that activity is permitted as a maintenance project.

Mr. Sinclair noted he thought that if the pond becomes the sole irrigation source, due to a lack of significant ground water, he is concerned it might not be enough and may require changes to the irrigation plan.

Mr. Plescow stated that in that case, increasing pond/depth may allow additional irrigation capacity and we may also consider supplementing the pond from on-site wells during off-peak times and we may need to curtail irrigation, prioritize a strategy etc.

Mr. Mabry questioned if there is room on site for wetlands mitigation, if needed? Mr. Plescow believes sufficient on-site space is available.

Information and Project items needed by PHR&A:

1. Confirmation on pool location.
2. Transportation study – need for location work for second entrance (emergency only)
3. Clarification on sequencing for Special Exception permit for water usage [with formal Site Plan approval]

Mr. Sinclair asked about PHR&A's assessment of a second entrance (emergency only) through the school site. Ms. Welford does not like it due to poor site distance and conflicts with school traffic/uses. Mr. Sinclair does not like shared access with school through parking lot. Mr. Atherton stated PHR&A should assume the second entrance would be emergency access only.

Mr. Babarsky questioned if there was any chance to salvage the barn materials. Mr. Mabry indicated no, that part of the demolition contract allowed the contractor to salvage the debris.

There was a general agreement that design should reflect surrounding architecture and color scheme.

Ms. Welford indicated the next step for PHR&A was to come back at the next regular meeting and show some ideas for the Committee to respond to.

Mr. Atherton is concerned that making the pool the central feature will delay the project since the fundraising group still has about one year to raise money and for the Committee to decide how it will be designed (i.e. size, scale, and features).

Mr. Atherton said that the decision of where the pool will be located would be relatively soon. The question of size, features, etc. may be a year

## **7. Roundtable**

Mr. Miller indicated that the first no trespassing sign has been posted. More will be posted when permission is obtained from the Youth Sports Council to prosecute trespassers on the portion of property leased to them.

Ms. Glascock reminded the Committee that the original purpose of the park was sports fields.

Mr. Atherton indicated that MBRA has begun exploring the concept of whether the pool should be in Marshall. There are pro's and con's to each location. Mr. Atherton will be looking into some unanswered questions such as impact on NSFC, site availability, geology, and transportation access.

Mr. Atherton will be reviewing potential sites in Marshall with the County Soil Scientist. Sites need to be optimally five acres. One advantage to a Marshall site is that it would offer much greater pedestrian access.

With no further business, the meeting adjourned at 8:07 p.m.

The next regular meeting has been scheduled Thursday, September 12, 2002.